



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BENELUX (NSSG)
UNIT 21419
APO AE 09708

IMEU-CHV-SO

8 October 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG BENELUX (NSSG) Winter 2006-2007 *Own the Edge* Campaign

1. REFERENCE

a. Memorandum, HQ USAREUR/7A, AEAGA-S, 21 August 2006, subject: Army in Europe Winter 2007-207 *Own the Edge* Campaign, available at:
<https://www.aeaim.hqusareur.army.mil/library/ltr/pdf/ul2006-045.pdf>

b. Memorandum, HQ IMA Europe, IMEU-SO, 22 September 2006, subject: Installation Management Agency Europe Winter 2006-2007 *Own the Edge* Campaign.

c. Email from IMA-HQ Chief of Staff to IMA Region Chiefs of Staff, 2 September 2006 subject: Tasker: Safety Action Plan Purposed E-mails to Region COFS.

d. Email from IMA-HQ Chief of Staff to IMA Region chief of Staff, 16 September 2006 subject: Additional IMA Safety Action Plan Implementation Guidance.

2. PURPOSE

The USAG BENELUX (NSSG) Winter 2006-2007 *Own the Edge* Campaign, which will run from 1 October 2006 through 30 April 2007 continues the loss-prevention efforts of previous campaigns, and will more particularly focus on climate and cultural changes. It is about leadership, communication, mutual respect and guiding into the right direction and it also offers the tools to teach and learn how to integrate and extend the principals of composite risk management into all on-duty and off-duty activities.

3. EXECUTION

a. **Composite Risk Management (CRM):** All leaders and supervisors must embrace the *Own the Edge* Campaign (<https://crc.army.mil/oteadkit/>) and the philosophy of the new FM 5-19, Composite Risk Management. *Own the Edge* means we are able to operate with some degree of risk, but we must know where the boundary is and how close to it we can get. Leaders must know what the risks are and who in their personnel are more at-risk. Use of traffic-point assessment and recordkeeping process for accountability is as an indicator of at-risk behavior. They must exercise better mentoring of the at-risk population and take ownership of the problem. The use of "Under the Oak Tree" discussions is essential to this process and is explained below. Every Soldier and Department of the Army Civilian (DAC), both AF and NAF will complete the on line Composite Risk Management Basic Course no later than **30 Oct 06** (HN employees are

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encouraged but not required). The URL for accessing the course is:

<https://crc.army.mil/RiskManagement?cat.asp?iCat=711&iChannel=25&nChannel=RiskManagement>

b. **Army Readiness Assessment Program (ARAP):** This program is available at <https://unitready.army.mil/>. Each of our 3 Garrisons will implement this program **within 90 days** of assuming command, and at mid-tour. Commanders already in their second year of command must enroll and conduct the assessment as soon as possible and conduct the second assessment when they have one year remaining. Those commanders in the last year of command will not be required to do a second assessment. This program gives Commanders a real picture of how their subordinates view their risk-management programs. The 3 Garrison Commanders will brief me on key results, their proposed course of action, and areas where they may need assistance within two-weeks of the debrief received from a Combat Readiness Center Expert. I will then brief the Region Director on the same topics.

c. **Army Management Information System (ASMIS)-2:** This trip assessment tool makes drivers think through their trip, identifies risk-elevating factors, ways to mitigate them and shows how lives have been lost under similar trip conditions. It makes drivers realize that the same thing can happen to them, which is fundamental to changing their behavior. ASMIS-2 is already mandatory for military drivers of all grades going on leave or on official mission. Civilian workers are also strongly encouraged to use this useful tool for their own safety. All leaders should make their Civilians aware of the availability and the benefits of this tool. A Driver's Risk Assessment Questionnaire has also been developed in English/French/Dutch for HN personnel not speaking English

http://www.usagbenelux.eur.army.mil/sites/installation/docs/safety/Drivers_Risk_Questionfml.xls. ASMIS-2 assessments must lead to Under the Oak Tree discussions. This ASMIS-2 and driver/supervisor review must take place before approving each of the following:

(1) Requests for military leaves and passes from Soldiers' who plan to operate a POV, motorcycle, or rental vehicle outside a **150-mile radius** (which equals 2 hours on the highway).

(2) Military and DAC official travel when a TMP IFMS passenger vehicle, POV, motorcycle, or rental vehicle is authorized for use outside a **150-mile radius** where the travel starts.

d. **Under the Oak Tree (UOT) Discussion:** This is a vital culture-changing tool, which will help altering off-duty as well as on-duty behavior. Motivation is key; therefore we need to improve our ability to discuss risk and motivate behavioral modification. We will not get any better until our first-line leaders master that communication process. We need to practice and share successful communication techniques. Make sure you expand counseling to include NCO's.

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e. **Unit Safety Certification:** USAG Benelux, USAG Schinnen, and USAG Brussels will initiate action to either obtain and maintain their Unit Safety Certification as required in Army in Europe Command Policy Letter 3.

f. **Leading-Indicator Summary Reports:** Each of the 3 Garrisons will submit leading-indicator summary reports to USAG Benelux ISO, by the end of each quarter beginning **15 December 2006** identifying unit safety certification and ARAP Enrollment status. Reports will be forwarded by email to rudymagain@us.army.mil.

g. **Winter Season Safety Training/Events:** Each leader will make sure that all personnel are trained in seasonal safety issues. Training material is available at USACRC, USAREUR or USAG Benelux Websites. See <http://www.usagbenelux.eur.army.mil/sites/installation/safetyinfo.asp>. Each Garrison will host winter safety activities focused on vehicle and traffic safety. Some suggested ideas are proper vehicle preparation for winter driving season; driving precautions and warnings, storm watches, etc...The 3 Garrisons will submit their winter safety activities plan preferably by email to the USAG Benelux ISO by **3 November 2006** (rudymagain@us.army.mil).

h. **Support Forms:** All military officers, NCO's and supervisory civilian support forms must contain safety as a reporting element on/or **before fiscal year 2007**. For new arrivals, this must be achieved within 30 days of assignment.

i. **Accident Reporting and Investigation:** All accidents will be reported and investigated according to the procedures in AR 385-40, and AE 385-40. Accident after Action Review (AAR) will be done on all IMA Class A accidents and other accidents selected by DIMA. Once complete, the AAR will be presented in person or by VTC to the DIMA, or DDIMA for Class A accidents, as well as for all other accidents designated by the DIMA. Likewise, an AAR will be done on all Class B, C, and other accidents designated by the RD or DRD.


j. **Safety and Occupational Health Advisory Council (SOHAC):** Each Garrison will continue to host SOHAC meetings quarterly. Review accident data with a focus on motor vehicle safety and lost workdays from civilian accidents. Encourage participation of tenant units to cooperatively identify high emphasis areas for the entire Garrison.

5. The effectiveness and success of our USAG Benelux winter safety campaign depends on four key elements: adequate training, risk management, planning and preparation, and concerned leaders taking complete ownership of their Soldiers' and civilians' safety. Accident and injury prevention must be central to all winter activities, both on and off duty. The goal is clear: we cannot afford nor accept the loss of a Soldier, civilian employee or family member to a preventable accident.

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6. Our Soldiers and their families are our most important resource. We owe it to them to prepare now for the hazards of the holiday and winter season.


DEAN A. NOWOWIEJSKI
COL, AR
Commanding

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CF:

IMA EURO, Safety Office (Ms Pikal)